

Community Preservation Act Committee (CPAC)

Minutes

Thursday, November 17, 2011

The meeting was called to order at 7:02 pm by Peter Jessop, Chair, in the **Town Room at Town Hall**.

Committee Members in Attendance:

Sandra Anderson, Marilyn Blaustein, Paris Boice, Lynda Faye, Michael Jacques, Peter Jessop, Chair; Mary Streeter, Vice Chair; Stan Ziomek

Committee Members Absent: Ellen Kosmer

Staff / Others in Attendance: Sonia Aldrich Town Comptroller, Diana Stein, Select Board Liaison

Agenda:

- Review Financial status of the fund
- Proposal Letter
- Discuss deed restrictions
- Discuss setting the public hearing
- Approve any minutes

Discussion:

1. Reviewed financial status of CPA's Fund for previously approved CPA allocations. Chair Peter Jessop explained why CPAC needs to understand the current budget as the budget had historic basis, among other things, relevant to multi-year funding allocations. *Question--Are CPA Deed Restrictions permanent? Answer--Yes*

2. Reviewed CPA's revised Proposal Letter & Form which was distributed to CPAC's Distribution List in October. Jessop asked the Committee to follow up with their constituent groups to make sure all have seen the Letter & Form. Streeter will send a copy to the press and will post on CPAC's web page. Since the deadline for Proposals is December 9, CPAC will begin to review submissions at its December 15, 2011 meeting.

3. Discussed the deed restriction issue regarding CPAC's FY 12 allocation to the N. Amherst Community Farm (NACF). CPAC had asked Town staff to review/write an MOU regarding the deed restriction at the October 2011 CPAC meeting, but so far, no response.

4. The CPAC meeting schedule, particularly the date for CPAC's public hearing, was discussed, including the reason why a public hearing is needed in addition to the individual presentations since CPAC meeting dates & agendas are posted and open to the

public. It is required by law and it gives the public and petitioning entities another opportunity to comment. CPAC's Meeting Schedule is driven by Spring Town Meeting's deadline for warrant articles, so the Public Hearing was set for February 16, 2012 at 7:00pm. CPAC's regular meeting will follow immediately after. Other meeting dates & topics were set: January 5 & 19 (Affordable Housing and Recreation proposals); February 2 & 16 (Open Space & Historic Preservation proposals and Public Hearing); March 15 (CPAC deliberations and determinations for FY 13 allocations); April 19 (Prepare for Spring TM – movers & speakers, etc.). It was noted that the Warrant for the 2012 Spring TM needs to be signed by April 2 for the April 30 Town Meeting. It was also noted that the City of Northampton voted to remain a CPA 3% town at the recent elections and that Amherst's CPA level of participation was 1.5%.

5. CPAC's Minutes from its October 20, 2011 meeting were approved unanimously.

Adjourned at 7:50 pm

Future Meetings (held at 7:00pm at Town Hall in the Town Room unless otherwise posted):

- * **December 15, 2011**
- * **January 5 & 19**
- * **February 2 & 16**
- * **March 15**
- * **April 19**

Documents Distributed:

- CPAC's Agenda for November 17, 2011 Meeting
- Spreadsheet *Financial Status for CPAC Funds*, as of 10-20-11
- *Year to Date Budget Report for Community Preservation Funds*, as of 11-17-11
- Minutes (draft) from CPAC's October 20, 2011 Meeting
- CPAC's revised *Call for Proposals Qualifying for CPA Funding for FY 2013* (memo from Peter Jessop & CPAC Proposal Request Form for FY 13)
- Documents from Amherst Historical Commission: Community Preservation Act Historic Preservation Project Funding Fact Sheet (adopted 1-14-08); CPA Historic Preservation Restrictions–Summary (draft); Historic Preservation Definitions and Criteria (Feb.09);

Respectfully submitted by Sandra Anderson, CPA Clerk (*pro tem*)

Approved December 15, 2011